



Michigan Strategic Fund

Energy Efficiency Student Internship Program (EESIP)

Business Application

March 1, 2013 - April 15, 2013

MICHIGAN ENERGY OFFICE

Energy Efficiency (E2) Student Internship Program Business Application

The Michigan Energy Office (MEO) is accepting applications from small to medium sized companies located within the state to apply for a student intern for the summer of 2013. Applications for enrollment in the E2 Student Internship Program are **due on April 15**.

What is the E2 Internship Program?

The Energy Efficiency Student Internship Program is a no-cost program operated by the Michigan Energy Office (MEO) and in collaboration with the Michigan Economic Development Corporation (MEDC), US Environmental Protection Agency (EPA), US Department of Energy (DOE), Michigan universities, Retired Engineer Technical Assistance Program (RETAP), and Michigan businesses to promote energy efficiency (E2). Through this program engineering students are placed in small to medium size Michigan companies to work on projects developed by the company that integrate E2 into manufacturing operations. The student intern's wages and benefits are paid for by the MEO.

Opportunities for Businesses:

The E2 internship program provides students an opportunity to gain valuable work experience and knowledge outside the classroom. Internships are normally three-months during the summer, and students are compensated according to their grade-level and complexity of projects.

Businesses receive technical assistance from student and affiliated university to carry out an E2 project that reduces energy consumption and increases process efficiency, and/or saves money while contributing to a student's education and serving as a mentor.

Benefits of using an intern:

- E2 research and implementation assistance.
- Improved energy usages and money savings.
- E2 project support from the MEO and participating universities.

Business eligibility:

Companies must employ less than 500 people state-wide and have had an energy assessment conducted by an internal or external resource. Priority will be given to those companies that are participating in MEDC-MEO partnerships and in good standing with Michigan's Corporate and Environmental programs. The company must propose an E2 project that meets the E2 project requirements listed below. Eligible industries include, but are not limited to, chemical manufacturing, metal finishing, printing, general manufacturing, and agriculture. Companies must commit to hosting and supervising an intern for the summer and provide a safe working environment.

E2 Project Eligibility:

E2 Projects are those that reduce energy use. The proposed project involves researching, evaluating, or implementing an E2 practice or technology. Eligible E2 projects include equipment modifications, lighting substitutions, replacing HVAC systems, maintenance improvements, combined heat and power, and heat recovery.

How to apply:

Fill out an E2 Project Proposal form. The proposal should include the project's goal (e.g. to reduce energy generation by 20%), an E2 project description, a brief description of the process in which the E2 technology will be applied, and why the project is important to your company. **The attached application form and [State Historic Preservation](#) form must be completed.** Selected projects will also receive a [National Environmental Policy Act](#) form to fill out before the project can begin. The MEO will assist businesses in the application processes upon request. Projects will be evaluated based on

Energy Efficiency (E2) INTERNSHIP PROGRAM APPLICATION FORM (continued)

their E2 merit, company interest, and commitment, and transferability to other businesses. Applications are due by **5pm on April 15**.

For more information on the project contact Mike Graff at 517-335-6501 or graffm@michigan.gov.

MICHIGAN ENERGY OFFICE
Energy Efficiency (E3) Student Internship Program
BUSINESS APPLICATION

(Authority: Part 145, PA 451 of 1994, as amended. To be considered for an intern, completion of this application is required.)

Part I. Application

Please print with black ink or type all information.

SECTION I. GENERAL INFORMATION		
1. NAME AND TITLE OF OWNER, CHIEF EXECUTIVE OFFICER, OR OTHER PERSON WITH AUTHORITY TO REQUESTING AN INTERN		
2. NAME OF BUSINESS		
3. TYPE OF BUSINESS		SIC Code (if known)
4. MAILING ADDRESS (number and street)		P.O. BOX (if applicable)
CITY	STATE	ZIP CODE
5. TELEPHONE NUMBER (include area code)	6. FAX NUMBER (include area code) () - - - - - -	
7. E-MAIL ADDRESS (if available)	8. BUSINESS WEBSITE ADDRESS (if available)	
9. ARE YOU A MICHIGAN BUSINESS WITH LESS THAN 500 EMPLOYEES?		
10. WHAT TYPE OF ENGINEERING STUDENT IS NEEDED TO IMPLEMENT THE PROJECT DESCRIBED IN THE PROPOSAL?		

SECTION Ia COMPLIANCE STATEMENT	
I have reviewed the corporate and environmental compliance records for _____ and to the best of my knowledge the establishment is in compliance with all applicable environmental requirements and has no outstanding, unresolved violations, or is in compliance with a binding schedule to correct any outstanding violations.	
NAME (printed or typed)	TITLE
SIGNATURE	DATE

SECTION II. CERTIFICATION	
I certify that I have personally examined and am familiar with the information submitted, and that, based on my inquiry of those individuals responsible for obtaining the information; I believe that the submitted information is true, accurate, and complete.	
SIGNATURE	DATE

SECTION III. PROJECT INFORMATION		
1. PROJECT TITLE		
2. ESTIMATED PROJECT START DATE	ESTIMATED PROJECT COMPLETION DATE	
3. PROJECT WILL BE IMPLEMENTED BY AUGUST 31, 2013? <input type="checkbox"/> YES <input type="checkbox"/> NO		
4. PROJECT ADDRESS (if project is implement in a different location than the mailing address listed in Section I – General Information)		
CITY	COUNTY	ZIP CODE
5. PROJECT CONTACT (if different from Section I, subsection 1 above).		
PROJECT CONTACT TITLE		E-MAIL ADDRESS (if available)
TELEPHONE NUMBER (include area code) () - - - -		FAX NUMBER (include area code) () - - - -
6. If all correspondence is to go to the Project Contact, check this box.		<input type="checkbox"/>

[illegible]

Project Description:

Technology Description:

SECTION IV. PROJECT DESCRIPTION - CONTINUED

2. PROJECT EVALUATION

Define Your Idea Of Project Success:

Define Your Method Project Evaluation:

[illegible]

SECTION VI. TIMETABLE			
Task	START Date (month/day/year)	End Date (month/day/year)	RESPONSIBILITY (company)
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